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United States Department of the Interior

NATIONAL PARK SERVICE

Jean Lafitte National Historical Park and Preserve
New Orleans Jazz National Historical Park
419 Decatur Street
New Orleans, LA 70130

December 24, 2014

Greetings from Jean Lafitte and Chalmette Battlefield! We are looking forward to welcoming media organizations, photographers, and videographers to Battle of New Orleans bicentennial events at Chalmette Battlefield Thursday, January 8, through Saturday, January 10.

Please see the attached event schedule for details about what and when events and activities are happening. This press packet also contains an event schedule, a general overview of National Park Service events, historical background on the battle, a close-up of activities for Commemoration Day on January 8, and information on what's new this year. Copies of this information as well as links to downloadable photographs suitable for media use can be found at www.nps.gov/jela/media-special-events.htm

I'll be public information officer for the event, so please contact me if you have questions or need information. Once the event gets underway, April Antonellis of the National Park Service War of 1812 Bicentennial will serve as assistant PIO. When you email me to let me know that you'll be coming to cover the bicentennial activities at Chalmette Battlefield, I'll send you contact information for both of us.

Please read the information below carefully, check out the attached press releases, and let me know if you have questions or need a parking permit.

See you on the battlefield!

Kristy

Kristy Wallisch
National Park Service Battle of New Orleans Public Information Officer
kristy_wallisch@nps.gov
504-382-0296.

IMPORTANT INFORMATION FOR BATTLE OF NEW ORLEANS BICENTENNIAL EVENTS AT CHALMETTE BATTLEFIELD

This information applies to any media organization staff, any photographers, any videographers, and any reporters who wish to film, record, report, interview, or photograph at Chalmette Battlefield events Thursday, January 8, through Saturday, January 10. I'll refer to you all as media organizations for the rest of this letter to make for easier reading.

- **Media organizations are welcome at Chalmette Battlefield**
 - Thursday, January 8, 7:45 a.m.-5:00 p.m. Please note that you must let us know by Friday, January 2, if you would like to be at the Commemoration Ceremony 9:00-10:45 a.m. on Thursday, January 8. Note also that once the ceremony starts, you will not be able to depart until it ends.
 - Friday, January 9, 7:45 a.m.-5:00 p.m. (you may want to avoid arriving or departing during peak times of school bus arrival/departure; we estimate these as 8:45-10:00 a.m. and noon-2:00 p.m.)
 - Saturday, January 10, 9:00 a.m.-6:00 p.m.
- **Do media organizations have to let the National Park Service know they are coming to the battlefield Thursday, January 8, through Saturday, January 10?** Yes. Email Kristy Wallisch kristy_wallisch@nps.gov by Friday, January 2. Note that if you are coming to the battlefield as a member of the general public, you do not need to let us know.
- **What about parking?**
 - **Each media organization will be provided with one special parking permit per day upon request.** Due to increased numbers of activities and expected large crowds of visitors, there will be NO media organization parking on the battlefield. Special parking permits will allow media organizations to park in the same offsite area as National Park Service staff. Shuttles will transport media organizations to the battlefield. Plan to spend at least half an hour in transit each way from the parking area to the battlefield. A map to the parking area and of shuttle stops on the battlefield will be sent to you with your parking permit. To get a parking permit, **email** Kristy Wallisch kristy_wallisch@nps.gov by Friday, January 2.
 - **Media outlets with more than one vehicle** must park their additional vehicles at the public parking site at the St. Bernard Parish Government Complex, 8201 West Judge Perez Drive in Chalmette. Free shuttles, including wheelchair-accessible shuttles, will run continuously between public parking and the battlefield. Restrooms and tourism information will be available at the government complex. (See the 2015 Battle of New Orleans Public Parking & Transportation attachment for a map to the complex and shuttle run times.)
- **Be ready to be self-sufficient.** No electrical power, indoor space, or National Park Service computer/phone access is available to media organizations at the battlefield.
- **What about food and water?** Food trucks will be at the battlefield on Thursday and Saturday only. Bottled water will be on sale every day.
- **What about special requests?** Special use permits will be required for any media organization requesting any activities other than filming, recording, reporting, interviewing, or photography. Special activities include but are not limited to filming/photography/interviews/etc. before and after regular event hours, requests for living history reenactors/staff/volunteers to repeat demonstrations or perform activities in a certain location or at a certain time, special set-ups like tents, or other activities that impact regular park operations and visitor experience. Final determination of whether a special use permit is required will be made by Public Information Officer Kristy Wallisch in consultation with Assistant Superintendent Joe Llewellyn.
- **Who's the final authority and problem-solver for media organizations?** During the Battle of New Orleans anniversary in January 2014, final determination of whether media activities are impacting park operations and visitor experience will be made by Public Information Officer Kristy Wallisch.
- **Is there a deadline to ask for a parking permit or make a special request?** Friday, January 2, is the deadline. After that date, staff will be busy at the battlefield preparing for and putting on the event, and parking permits and special requests will not be a priority. Please don't make your life unnecessarily difficult---meet the Friday, January 2, deadline!
- **Who's the contact for questions, problems, parking permits, and special requests?** Kristy Wallisch kristy_wallisch@nps.gov 504-382-0296.